

4. Craig Livingstone Wrote Memoranda to Cheryl Mills and William Kennedy Regarding OPS Operations.

On February 8, 1993, Mr. Livingstone wrote a memorandum to Ms. Mills, advising her that he had "reviewed the White House Security Offices as requested," and was reporting his "findings."⁵² The memorandum stated that OPS Administrative Assistant Nancy Gemmell would stay in her position and "report to me," and former OPS Director Jane Dannenhauer would remain "as an advisor to me" until he (Mr. Livingstone) received his security clearance.⁵³ In addition, Mr. Livingstone accounted for the remaining two staff positions.⁵⁴ Mr. Livingstone also referred Ms. Mills to an attached draft letter which he proposed that she send to Ms. Dannenhauer. The letter stated, in relevant part:

Please inform your staff of the following:

- (1) Effective February 8, 1993, Craig Livingstone shall serve as Director of the office of White House Security; Jane Dannenhauer shall continue on as advisor to Mr. Livingstone through March 1, 1993 whereupon, it is expected she will submit her resignation.⁵⁵

On February 17, 1993, Mr. Livingstone sent a two-page signed memorandum to Mr. Kennedy describing the functions of OPS and listing thirteen different responsibilities of the White House

⁵² Livingstone 2/8/93 Memo. to Mills, 707-DC-00000082-83, with attachment, 707-DC-00000080.

⁵³ Id.

⁵⁴ Id.

⁵⁵ Id.